

Guidelines for On-Line Profiles

"The College recommends the best and greatest way to do profiles is face to face. If for some reason it checks out to do the Profile on line, here are some "best practices" for you". F.D. Coll

Before:

1. Be sure that the client knows which Profile they want. Check with Guidance if it is in your opportunity to do this Profile for this person. If you receive a "yes", check if it is your opportunity to do it on line. If it does not check to do it on line, you may direct the client to a consultant in their area.
2. Prior to administering the Profile, set your energy, timing and teamwork with guidance.
3. Be aware that when you both agree to do the profile, that as a consultant you are opening a door to your client's energy. Be aware of what changes when you open that door and be sure to close that door at the end of the profile. (See Post Profile Checklist).
4. Be very explicit with the client when scheduling the appointment that they will need to be present in front of their computer or device, without distractions (not in car, not in public park, not working, not with kids, etc), with a good internet connection, good lighting and ability to standup and be on video without holding their device (those last two are important for 1001 guidance technique)
5. Test your zoom (or application) a day ahead and make sure audio and video are working and that your camera is positioned so both of you can see and hear clearly. Make sure that if you will be showing the client Spiritual Cleansing or the Check and Recheck Technique, that the camera is set so you can actually see them doing the technique. The client may need to move into a different location so you can see whole body.
6. If you are doing a profile other than the 1001, determine the way to get the client's previous profiles sheets. The client could take a picture or scan them and send them to you. This establishes that they have the prerequisites and helps you to discern where the client is at. Let them know to have something inspirational to read while you are checking the information. Recommended would be one of the College books.
7. You can't do "screen sharing," send to the client a sample blank Profile sheet so they can have it in front of them when you are explaining and/or doing the profile.
8. Establish how and when the funds will be paid. This helps with the client's commitment. There are systems available where the payment receipt for the Profile gives you the link to schedule the profile. With this information an automatic e-mail follows up giving the client the link and preparation instructions. Two examples of scheduling software are Timetrade and Calendly.
9. If you are going to do a Profile (such as 7004) and will be getting information ahead of time, check with Guidance if this is appropriate and what is the best timing with the client for you to receive that information. If doing a Profile in this way, make sure that you have received your abundance up front. This will set and open the energy for the Profile.
10. Review the notes and be sure to give yourself enough time to administer all aspects of the Profile. Check what services to promote to the client after the Profile.

During:

1. If the person does not know how to cleanse, you may wish to show them the spiritual cleansing technique before you begin the Profile.
2. Make sure both you and the client are cleansed and cleanse both environments.
3. Explain to the client exactly what the Profile is all about. Show them the Profile Face Sheet and explain what the symbols represent. Make sure that this is the Profile that the client wants.
4. The consultant will sign and date the sheet. Print the person's name under the line where they will sign when they get their original sheet.
5. If you are using Zoom or another platform that allows "screen sharing", you can fill in the Profile sheet on the screen so they can see the information live or once you have filled out the Profile Sheet, you could take a picture or scan the Sheet and send to the client so they can review it with you.
6. As a consultant, be sensitive and discerning to the subtle changes in the energy of the client.
7. At any time you have feelings that are not clear to you, check with your guidance.
8. Remember, what you see or hear may just be a symptom, not the root of the problem.
9. Never feel you have to have all the answers. Be straightforward with love and kindness. This is very serious to the client. If they sense concern and reverence, they will open up to you.
10. Remember, you direct the energy of the profile.
11. If there is an interruption, once it is over, make sure both you and the client cleanse and cleanse the environment and reset the energy and rebuild the buffer.
12. If the person wants help with specific questions, etc. let them know you will save 5 minutes at the end.
13. Help the client find a definite way to avoid getting caught in the old pattern in the future. Help them look for a solution.
14. Strongly recommend to the client that they move into some form of action related to the Profile. Because you are on-line, there is less of a feeling and having them move into action right after the Profile will help them grasp the concept and feeling of the Profile. For example, after receiving a glandular profile, go do the therapy right away; or if receiving a 1001 Profile, have them practice asking questions of their Guidance right away.
15. Check out what other products or profiles that the client may need.

After:

1. Review your Post Profile Checklist from your Procedures.
2. Remember, everything you hear in the Profile is confidential. Never discuss this with anyone. In the end, you will attract those problems by tuning into them. People will feel they cannot trust you.

3. Make sure that the energy exchange (abundance) is all settled.
4. Make sure you send the original Profile Sheets to the client as soon as possible. This helps cut the energy.
5. Destroy any documents or copies of anything that the client may have sent to you. This will also help you close the energy.
6. Follow the Post Profile Checklist and cut the energy.

Remember, as a certified spiritual consultant you are a representative of Wayshowers College, and you agree to represent and to implement the policies, procedures and guidelines related to all the spiritual profiles you are certified to administer.